



MEMORANDUM

City of Watertown Planning Office

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TO: Norman J. Wayte II, Chairman, Planning Board

FROM: Kenneth A. Mix, Planning and Community Development Coordinator

SUBJECT: Site Plan Approval – 491 Eastern Boulevard

DATE: February 24, 2011

Request: Site Plan Approval for the construction of a 104' monopole communications tower, a 360 square foot building, driveway, parking area and related appurtenances at the rear of 491 Eastern Boulevard, Parcel Number 5-26-103.007.

Applicant: Michael E. Cusack, Esq. on behalf of St. Lawrence Seaway Cellular Partnership d/b/a Verizon Wireless.

Proposed Use: Wireless Communications Tower.

Property Owner: Parkside Bible Church of the Christian & Missionary Alliance.

Submitted:

Property Survey: Yes	Preliminary Architectural Drawings: Yes
Site Plan: Yes	Preliminary Site Engineering Plans: N/A
Vehicle and Pedestrian Circulation Plan: Yes	Construction Time Schedule: Yes
Landscaping and Grading Plan: Grading Only	Description of Uses, Hours & Traffic Volume: Yes

SEQRA: Type I Action	County Planning Board Review Required: Yes
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Zoning Information:

District: Light Industrial	Maximum Lot Coverage: None
Setback Requirements: None	Buffer Zone Required: No

Project Overview: The applicant is proposing to construct a 104' monopole communications tower and related appurtenances such as twelve panel antennas, one GPS unit, an unmanned equipment shelter measuring 12' x 30', microwave dish antennas, fencing, a driveway and small gravel parking area and all related ground equipment and utility services. The proposed location for the tower is at the rear of the Parkside Bible Church property located at 491 Eastern Boulevard.

Parking: Based on the size of the proposed building, (360 sq. ft.) a total of 2 parking spaces are required for the project. A 12' wide gravel access drive, 2 parking spaces and a turnaround area have been provided on the site plan.

Grading, Drainage and Utilities: The Engineering Department has reviewed the proposed site plan and has the following comments:

1. The 12' wide driveway must be paved with asphalt for the portion of the driveway that is within the street right-of-way.
2. An asphalt pavement detail must be provided showing an asphalt section consisting of a minimum of 1" top course and 3" binder course.
3. The applicant must obtain a General City Permit for any digging in the City right-of-way.

Lighting: The equipment shelter will have a single safety light to provide adequate lighting in the event of a nighttime emergency or maintenance. The light will be motion activated and will have a downward facing shield to minimize off site impacts. Since the tower is less than 160' above ground level, the Federal Aviation Administration does not require tower marking or lighting.

Landscaping: The existing landscaping at the site consists of an existing tree and brush line to the west and northwest and large mature trees to the east and northeast. The application indicates that due to the size of the overall church property, the presence of the existing brush and trees and the setback of the proposed facility from the property boundaries, that no additional landscaping is proposed for the site. While the existing trees and brush will, in fact, screen much of the ground equipment from view, the facility will be visible from portions of Huntington Street and Eastern Boulevard. Evergreen trees and shrubs should be considered along the south and east sides of the proposed chain link fence. While the existing trees will provide a lot of screening for the project, many of them are larger, mature trees that may be reaching the end of their life span. In order to plan for the future, additional trees should be planted along the entrance drive, among the existing stand of trees and in the lawn area to the south and east of the proposed facility.

Other Comments: The application materials indicate that a 6' chain link fence with barbed wire will be constructed around the proposed facility. In order to minimize the visual impact of the project, the Planning Board may wish to require the installation of dark green or black vinyl coated fencing material.

Final approval for this application will be given by the City Council after a recommendation from the Planning Board.

Any proposed signage for the project will not be approved as part of the site plan submission. It will be handled as a separate matter through the Bureau of Code Enforcement.

Summary: The following lists several key issues that should be addressed:

1. The 12' wide driveway must be paved with asphalt for the portion of the driveway that is within the street right-of-way.
2. An asphalt pavement detail must be provided showing an asphalt section consisting of a minimum of 1" top course and 3" binder course.
3. The applicant must obtain a General City Permit for any digging in the City right-of-way.
4. Evergreen trees and shrubs should be considered along the south and east sides of the proposed chain link fence.
5. Deciduous tree should be considered along the entrance drive, in the existing stand of mature trees and in the lawn area to the south and east of the proposed facility.
6. Consideration should be given to requiring the installation of dark green or black vinyl coated fencing material.

cc: Planning Board Members
City Council Members
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Justin Wood, P.E., Civil Engineer II
Michael E. Cusack, Esq.
Sarah Mayberry Stevens, Verizon Wireless